



GDOT Publications

Policies & Procedures

Form Word: 5520-5d - Federal-Aid Local Let Projects

Section: Materials

Office/Department: Office of Materials and Testing

Reports To: [Reports To Department Name]

Contact: 404-363-7500

Federal-Aid Local Let Projects

Local Government Responsibilities for Materials Quality Assurance

Local Governments must submit the OM-LAP-1v5 form to the GDOT Project Manager

Local Government must arrange with GDOT to perform the Materials Testing

—or—

Local Government must hire a consultant prequalified in Area Classes 6.04a and 6.04b to perform the Materials Testing and

- Using LAP-OM-1v5 obtain approval of any Consultant testers.
- Notify or have Consultant notify Contractor at the Preconstruction Conference that this is a GDOT Federal-aid project and that QPL sources and the GDOT project number must be utilized
- Notify or have Consultant notify GDOT TMOS* at least one week prior to any asphalt work
- Ensure or have Consultant ensure that only testing personnel with GDOT certifications perform testing on the project, and all testing must be in accordance with GDOT's Sampling Testing and Inspection Manual
- Complete or require Consultant to complete quarterly Materials Certificate (MC) Checklist and submit to the Materials Audit Unit at GDOT Office of Materials (OM) as required in GDOT Construction Manual. Contact OM if you do not have a Checklist prior to work starting on the project
- Provide test results to GDOT through the Field Data Collection System (FDACS) or hardcopy
- Complete or require Consultant to complete final MC Checklist and submit to the Materials Audit Unit at OM as required in GDOT Construction Manual

Independent Assurance testing will be performed by GDOT based on the names of the technicians submitted on form OM-LAP-1v5

*Testing Management Operations Supervisor (TMOS) Phone Numbers:

District	Number
1/Gainesville	770-535-5706
2/Tennille	478-552-4707
3/Thomaston	706-646-6614
4/Tifton	229-386-3073
5/Jesup	912-427-5750
6/Cartersville	770-387-3662
7/Metro Atlanta	404-608-4835

Form Word: 5520-5d- Federal-Aid Local Let Projects

Date Last Reviewed: [Date Last Reviewed]

Office of Materials Contact Information
Chuck Hasty or Rick Douds
404-608-4700

OM-LAP-1v5
Revised October 17, 2012

**Federal-Aid Local Let Projects Materials Quality Assurance
(Complete for ALL Federal-Aid Local Let Projects)**

SELECT ONE:

- ☐ Request GDOT to perform Materials Testing (Complete Section 1)
☐ Request Approval for Consultant Quality Assurance Materials Testing (Complete Sections 1 and 2)

Section 1

Project Number/County:			
GDOT Contract ID Number/Proposed Let Date:			
Project Description:			
Local Government Responsible for Letting Project:			
Local Govt. Project Manager Contact Name & Number:			

Section 2

GDOT Certified Technicians to be responsible for testing on the project:

- 1. Roadway Testing Technicians (RTT)- are required to perform field density testing on embankment, pipe backfill, subgrade and all asphalt layers, along with sampling misc. materials**

List GDOT Certified Roadway Testing technician(s) who will be performing testing:

GDOT RTT Certification Number	Name/ Employer

- 2. Concrete **– GDOT Certified Concrete technician(s) are required to perform all field concrete testing (slump, air, cylinders)**

List who will be performing concrete testing & GDOT certification number:

Form Word: 5520-5d- Federal-Aid Local Let Projects

Date Last Reviewed: [Date Last Reviewed]

GDOT Concrete Certification Number	Name/ Employer

Attach additional sheets as necessary.

****Please note if a Bridge or other major structure is involved:** _____

NOTE: Labs performing any testing shall be accredited in the testing to be performed (i.e. AASHTO T-22 or ASTM C-39 for concrete cylinders) by the AASHTO Accreditation Program (AMRL and/or CCRL).

3. Hot Mix Asphalt

GDOT specifications require the Contractor to perform mixture Acceptance testing at the plant. GDOT will perform Verification Testing at the asphalt plant as a part of the existing QPL process. The Local Government is responsible for notifying GDOT's Testing Management Operations Supervisor (TMOS) at least one week prior to start of work.

*send completed form to Testing Bureau Chief, Rick Douds @ Office of Materials.

APPROVED: _____

State Materials Engineer

Date

References:

Click here to enter Policy references, if any.

History:

Added to Policies on 12/12/13